



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: May 4, 2018
TO: Mayor and Commissioners
FROM: Krishan Manners, Village Manager
RE: Village Update

Mayor and Commissioners:

Hurricane Preparedness Meeting scheduled for May 12th at 10:00 A.M. at the Log Cabin.

- **Comprehensive Annual Financial Report (CAFR):**
The 2016 audit is nearing completion and the auditor is requesting information from various departments in the Village.
- **FINANCE:**
In addition to the information above, all payroll and payables are current. Worked on the Sanitation budget. Continuing to work with Auditors on the 2016 Audit. Work continues on preparing the 2017 books so we can begin the 2017 Audit as soon as 2016 is complete.
- **CODE:**
Officers have been entering new code cases, re-inspecting open cases for compliance, closing complied cases, filing and reviewing all open Administrative Citations, sending letters to residents for unpaid citations. Reviewing old board cases to ascertain if fines have been paid, if they've come into compliance, and ensuring they are filed in their designated locations. Sending out notices of violation for cases not in compliance. Assisting residents in person and on the phone with respect to the notices they receive or questions they have. Performing lien searches.

Enforcements by Category for this week:

Admin Citations Issued: 16
Closed Cases: 38
Notices to Appear: 0
Orders of Enforcement: 0
Total New Cases Opened: 32



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Report Totals for this week:

Address display – 1
Admin citation – 16
Event permit violation – 1
Life safety - 1
Objects in swale/r-o-w - 1
Overgrown grass - 1
Painting exterior – 2
Permit required – 2
Pool water maintenance - 1
Roof cleaning – 1
R/v/trailers – 2
Signs – 2
Swale maintenance - 1

- **POLICE:**
Police Department's Statistics for the Period
Total Cases: 26

Total Cases by Category

Alarms: 2
Assists to Police Agencies: 9
Sick/Injured Person: 1
Suspicious Person/Vehicle: 4
Information/Non-Criminal Investigation: 4
Loud Music Complaint: 1
Vehicle Crash: 2
Attempted Burglary: 2
Aggravated Battery: 1 (Domestic Related)

Significant Activity: 2

Two attempted burglaries occurred in the village during this time frame, one in the 10800 block of NE 9th Ave and one in the 900 block of 118th St. Both attempts had glass smashed in the rear of the residence, but neither was able to gain entry due to impact glass.

- **PARKS & RECREATION:**
The Parks and Recreation Department had the recreation center wi-fi upgraded for faster speed. Met with vendor to get pricing for fixing damaged sidewalk areas. Visited two vendors to discuss interior paint options for recreation center. Re-painted benches in picnic area. Weekly ground and building maintenance.



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- **PUBLIC WORKS:**

Public Works staff completed their routine daily and weekly tasks. Mowed Rec. Center and the ball field. Watered all community signs and newly planted palms on NE 118th Street, newly planted Butterfly Park and oak trees at NE 114th Street. Watered plants and trees NE 6th Avenue Bridge. Vacuumed leaves in the median at NE 115th street. Mowed Village Hall, Griffing Park, all Village medians, alleyways, Butterfly garden NE 109th Street and Village lot at NE 110th Street. Removed broken water pump from Griffing Park. Will replace it with a water pump we have stored at Public Works.

Public Works Supervisor finished all required information for the Tree City USA application and it has been reviewed by Urban & Community Forestry and forwarded to the Arbor Day Foundation.

Began preparing list of stop bars to be repainted by the County. Handled a fallen cable line at 109th Street & 8th Avenue. Contacted the County about repainting all stop bars at stop signs. The County confirmed that they will indeed repaint them as long as we provide a list of locations. We will start compiling that list week.

- **ADMINISTRATION:**

Manager has worked with Finance and Auditors this week providing answers and materials to the Auditors to complete the 2016 audit. Manager attended Hurricanes and Urban Tree Canopy Workshop. Met with Calvin, Giordano & Assoc. to begin negotiations for inspection services. Continuing to work with H2O and FEMA regarding our FEMA reimbursement, which is at the CRC Review level. Once approved there, it is sent to the State of Florida for approval and payment.

Have a great weekend!